

Thank you for your interest in the U.S. Service Academies. I am honored each year to nominate some of the best and brightest youth in the district for acceptance into one of the service academies. I encourage you to visit the academies websites to familiarize yourself with each academy and its application process. The websites are:

- 1) U.S. Air Force Academy - <http://www.usafa.af.mil/>
- 2) U.S. Naval Academy - <http://www.usna.edu/>
- 3) U.S. Military Academy at West Point - <http://www.usma.edu/>
- 4) U.S. Merchant Marine Academy - <http://www.usmma.edu/>
- 5) U.S. Coast Guard Academy - <http://www.cga.edu/>

It is not necessary to seek a nomination to the Coast Guard Academy, as the U.S.C.G.A. accepts candidates based on their own testing criteria.

You are required to have applications on file with the academies of your choice and with a nominating source such as my office or another congressional office.

If you have not already done so, it is important to make arrangements to take the ACT or SAT. It is very important that this certified information is in your file. An official high school transcript will also be necessary.

The Deadline for submitting application materials will be October 20. Interviews will be scheduled soon after the application deadline. The applicants with the highest ratings will be offered the available nominations.

Thank you for taking an interest in the Service Academies. If you have any questions, please contact my Topeka office at 785-234-5966.

Best regards,

A handwritten signature in blue ink that reads "Lynn".

Lynn Jenkins
Member of Congress

CONGRESSWOMAN LYNN JENKINS – 2ND CONGRESSIONAL DISTRICT
3550 SW 5TH STREET
TOPEKA, KS 66601
785-234-5966

**INFORMATION ABOUT CONGRESSIONAL NOMINATION TO THE
U.S. SERVICE ACADEMIES**

Admission to one of the service academies is a two-tiered process. First, the applicant must meet the minimum standards for admission set by the academy itself. These standards include, among others, medical and scholastic qualifications. The second tier is the nomination process. An individual must achieve both – meet the admissions requirements of the academy as well as receive a nomination – in order to gain admission to the academy. Please note: Congressional nominations to the U.S. Coast Guard Academy are not required. You should contact the academy directly at the following address: United States Coast Guard Academy, Director of Admission, New London, Connecticut 06320-4195, (800) 883-8724, <http://www.cga.edu>.

How and When to Apply for a Congressional Nomination: Applicant's are encouraged to begin the application process during their junior year. My nomination application period opens May 15. An application packet can be accessed by visiting Congresswoman Jenkins's website at <http://www.lynnjenkins.house.gov>. Applicants must submit all required materials by **October 20**.

Where to send completed application materials: Congresswoman Jenkins's Topeka Office, 3550 SW 5th Street, Topeka, KS 66601. This application process is for a congressional nomination and is separate from the application the applicant must complete for the academies.

Who is eligible according to the Department of Defense academies: Each applicant for a nomination must meet the following eligibility requirements as of 1 July of the year of admission to an academy: 1) Age: be at least 17 years old, but not passed the 23th birthday, 2) Citizenship: must be a U.S. citizen 3) Marital Status: be unmarried, not pregnant, and have no legal obligation to support children or other dependents.

IN ORDER TO BE CONSIDERED FOR A CONGRESSIONAL NOMINATION, THE FOLLOWING ITEMS MUST BE SUBMITTED TO YOUR FILE:

1. Application.
2. Typed Resume: Your resume should include school and community activities, athletic participation, honors, awards, after school and summer jobs, etc.
3. 250 - 500 word handwritten personal essay expressing why you desire to attend an academy.
4. Official ACT or SAT scores. (scores included on your high school transcript will be accepted)
5. Official High School Transcript
6. Minimum of THREE Letters of Recommendation: Please request a Teacher or Coach to complete and submit the Teacher/Coach Evaluation form to my Topeka office at 3550 SW 5th Street, Topeka, KS 66601.
9. Submit a recent photo or snapshot.

Helpful Hints

1. Be aware of deadlines and procedures in our and all the congressional offices.
2. Spend time completing the application carefully.
3. Proof-read your handwritten letter, possibly with your English teacher.
4. Do not change the application form; if necessary, add additional information in a format that is easy to evaluate, and is compatible with the provided application.

Academy Application Checklist

The following items are required to be in your file at my District Office in Topeka by October 20:

- Academy Application
- 250 – 500 Word Handwritten Essay
- Typed Resume (Your resume should include school and community activities, athletic participation, honors, awards, after school and summer jobs, etc.)
- Official High School Transcript
- Official ACT or SAT Scores (scores included on your high school transcript will be accepted)
- Minimum of THREE Letters of Recommendation (will not accept recommendation from family member)
- Recent photo or snapshot

NOTE: All applicants will be required to interview. Once your file is completed, you will be notified of the date of your interview.

There are no Congressional appointments to the Coast Guard Academy. If interested, contact the Director of Admissions, U.S. Coast Guard Academy, New London, CT 06320.

APPLICATION FOR NOMINATION TO SERVICE ACADEMIES ENTERING 20__

Please Print or Type

Name _____ **Sex:** ___M___F

Printed as on birth certificate Social Security # _____

Date of Birth _____ **Place of Birth** _____

Permanent Address _____

Street P.O. Box _____

City County State ZIP Code _____

Phone # _____

Temporary Address _____

Street City & State ZIP Code _____

Academy Preference (Air Force, Merchant Marine, West Point, Naval)

(1st) _____ (2nd) _____

(3rd) _____ (4th) _____

High School Attended _____

Graduation Date _____

Are you now attending college? _____ **Where?** _____

Name of Parent(s)/Guardian(s): _____

Mother/Guardian _____

Father/Guardian _____

Parent(s)/Guardian(s) address if different from applicant _____

Street _____

City State Zip Code Phone # _____

Have you made application to other Congressional delegation members? _____

To Whom? _____

Signature

RETURN TO:
Congresswoman Lynn Jenkins
3550 SW 5TH STREET
TOPEKA, KS 66601

SERVICE ACADEMY NOMINATION REFERENCE FORM

Applicant's Name: _____

Name of Reference: _____

Address: _____

City: _____ State: _____ ZIP: _____

Daytime Phone: (_____) _____ - _____ Ext. _____

How long have you known the applicant: _____

Relationship to applicant: _____
(References should not be relatives of the applicant)

The applicant has requested Congresswoman Jenkins to consider him or her for a nomination for admission to one of the United States service academies. He or she has chosen you to write a letter of recommendation on their behalf. Please state your personal knowledge of his or her qualifications and why he or she would be a good candidate for a service academy.

PLEASE USE THIS FORM AS A COVER SHEET FOR YOUR STATEMENT. Please sign and date your statement at the bottom.

* Please send **completed form and letter** to: Congresswoman Lynn Jenkins, 3550 SW 5th Street, Topeka, KS, 66601. Thank You.